

# Gila County Health & Emergency Management



5515 South Apache Ave., Suite 100, Globe, AZ 85501  
PHONE: (928) 402-8811 | FAX: (928) 425-8817

110 West Main St., Suite A, Payson, AZ 85541  
PHONE: (928) 474-1210 | FAX: (928) 474-7069



---

## Mobile Food Unit Plan Review Guidelines

**All set-up locations must be approved by the local jurisdictions.**

**Mobile Food Unit** means and refers to an enclosed food service facility that is mounted on a vehicle and readily moveable, in which food is prepared, processed, or compounded; and from which food is either vended, sold, or given away free of charge.

A **Commissary** is a permitted food establishment where food for the Mobile Food Unit is received, stored, or prepared. **Commissary** is also the location where the Mobile Food Unit is cleaned, sanitized, and serviced at the end of the day of operations.

### PROVISIONS OF A MOBILE FOOD UNIT CONSTRUCTION & OPERATION

- 1) All equipment must be constructed of approved materials, adequate in size, easily cleanable, and in good working conditions. Equipment must be commercial grade, NSF approved or equivalent. The use of household refrigerators, stoves, sinks, vent hoods and other equipment is not permitted.
- 2) Walls and ceiling of the unit must be smooth, easy to clean, durable, non-absorbent, and light in color.
- 3) All lights inside the unit must have shatterproof covers.
- 4) A three-compartment sink with rounded basins and mixing faucet for hot and cold water must be installed. Three-compartment sink must have basins large enough to submerge all utensils or equipment halfway down. Minimum basin capacity is 6-gallons. Two drain boards are also required. 144 square inches minimum.
- 5) A hand washing sink with soap and paper towel dispenser must be installed. The sink must be equipped with a hot and cold mixing faucet with adequate pressure. Minimum size 9" x 9" x 5" deep.
- 6) A splash guard (metal or hard plastic) at least 12" high from the adjacent surfaces must separate the hand wash sink from adjacent sections.
- 7) All exterior openings must be fly-tight. Self-closing door or screen must be installed.
- 8) All Windows must be screened with 1/16 inch mesh. Service window must have a screen that can be open and close easily.
- 9) The capacity of potable water tank must be 30 gallons or more (including hot water). Fill point for potable water tank must not be a standard hose connection.

- 10) Waste water storage tank must have a capacity of at least 35 gallons or more. The capacity of this tank must always be at least 15% more than the potable water tank.
- 11) The waste water outlet (drainage) point outside the unit must be at a lower location than the potable water inlet (filling) point. Waste water plumbing must have an air gap before drainage into the waste water tank and potable water plumbing must be safely installed.
- 12) Potable water hose must be approved for potable water use. Regular garden hose is not acceptable. Also, this hose must be stored inside the unit in a clean location and with both ends closed to prevent contamination and used only for filling potable water tanks.
- 13) All food preparations including cooking, grilling, barbecuing, displaying, and storage must be done inside the unit. Large kettle corn equipment may be set up separately in a tent with three sides closed and with cover and floor protection. Mobile Food Unit must be adjacent to the tent.
- 14) The business name must be plainly indicated on the right, left, and rear sides of the exterior of the vehicle. Letters must be made of contrasting colors and at least three inches high with a minimum of 3/8 inch wide.
- 15) Whenever the Mobile Food Unit is operating at the same location for more than 1 hour, restroom facilities, that meet all Health Department Codes, must be available not further than 200 feet from the Mobile Food Unit.
- 16) Gila County Environmental Health Section may impose additional requirements to protect against hazards related to the conduct of the Mobile Food Unit and may prohibit the sale of some or all potentially hazardous food.
- 17) Mobile Food Units must remain vehicle mounted and report to their approved commissary at the end of each day of operation. See separate commissary handout.

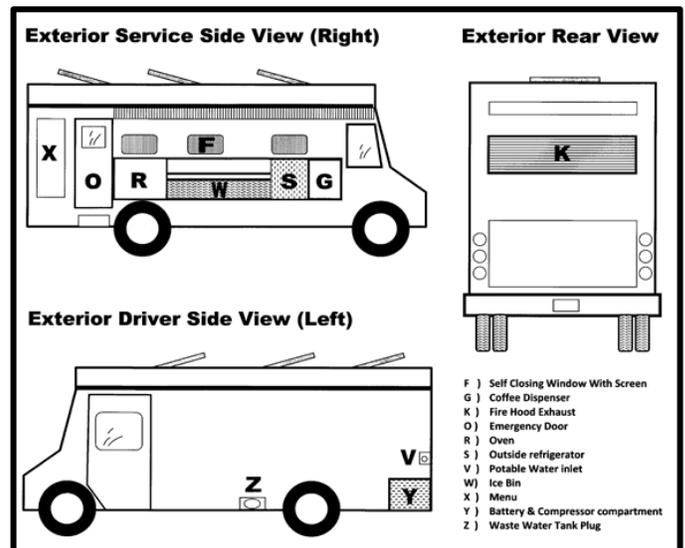
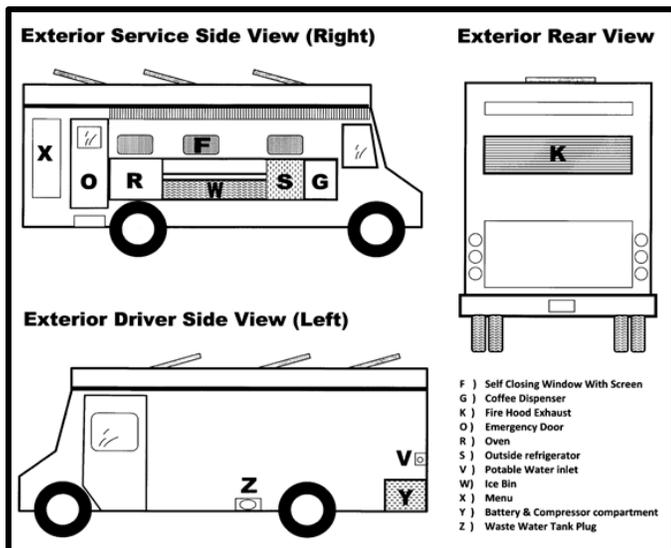
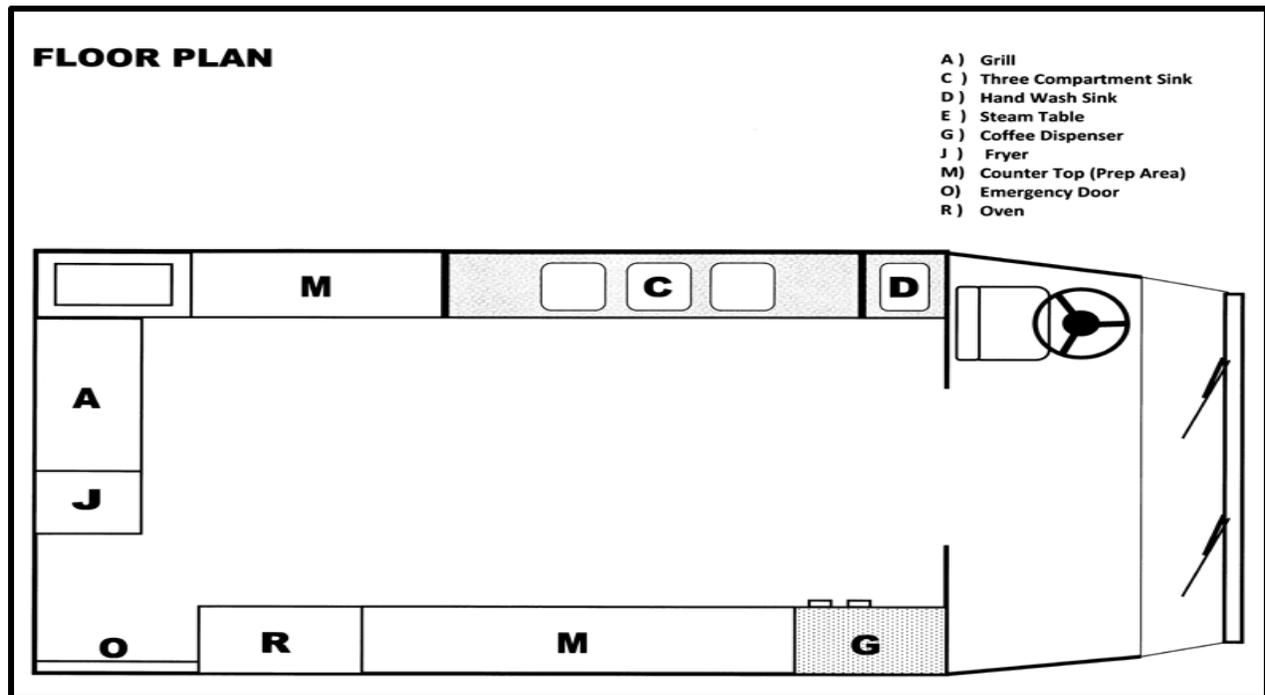
**Note:**

**If you have any questions regarding the above provisions, please do not hesitate to call Gila County Public Health Department in either Globe or Payson. You are required to resolve all the problems that may exist before you start the operation of your Mobile Food Unit.**

## Note:

The drawings on this page are samples only and your unit does not have to be exactly the same. In your unit, the location of equipment/fixtures inside and outside of the unit does not have to be like these drawings. Also, your drawings do not have to show many details but they must clearly show the location of equipment/fixtures. Your unit can be a small kitchen assembled on a vehicle or a separate manufactured kitchen that is hauled by a truck but in either case, it has to meet all the mentioned provisions for a Mobile Food Unit.

Make sure your unit, either assembled on a vehicle or a separate trailer hauled by a truck, has all the necessary fixtures including a hand washing sink and paper towel dispenser, and a three compartment sink installed. You can use the blank drawings to show the location and arrangement of equipment/fixtures inside and outside of your own unit or provide factory blue prints of your unit.



## COMMISSARY

### 1. BASE OF OPERATIONS

- a. Mobile food units or push carts shall operate from a commissary or other fixed food service establishment and shall report at least daily to such location for supplies and for all cleaning and service operations.
- b. The commissary or other fixed food service establishment used as a base of operation for mobile food units or push carts shall be constructed and operated in compliance with the requirements of this article.

## SERVICING AREA AND OPERATION

### 1. SERVICING AREA.

- a. A mobile food unit servicing area shall be provided and shall include at least overhead Protection for any supplying, cleaning, or servicing operation. Within this servicing area, there shall be a location provided for the flushing and drainage of liquid wastes separate from the location provided for water servicing and for the loading and unloading of food and related supplies. This servicing area will not be required where only packaged food is placed on the mobile food unit or pushcart or where mobile food units do not contain waste retention tanks.
- b. The surface of the servicing area shall be constructed of a smooth nonabsorbent material, such as concrete or machine-laid asphalt and shall be maintained in good repair, kept clean, and be graded to drain.

### 2. SERVICING OPERATIONS.

- a. Potable water servicing equipment shall be installed according to 5-302.11 thru 5-302.16 and shall be stored and handled in a way that protects the water and equipment from contamination.
- b. The mobile food unit liquid waste retention tank, where used, shall be thoroughly flushed and drained during the servicing operation. All liquid waste shall be discharged to a sanitary sewage disposal system in accordance with 5-403.11.